

IDAHO BOARD OF DENTURITRY
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 8/2/2016

THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE BOARD

BOARD MEMBERS PRESENT: Richard Howell - Chair
Carla R Wolfrum
Lisa H Penny
Rebecca L Westerberg

BOARD MEMBERS ABSENT: Pamela W Miller

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Kim Aksamit, Technical Records Specialist I

OTHERS PRESENT: Gideon Tolman, Division of Financial Management

The meeting was called to order at 9:00 AM MDT by Richard Howell.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of (\$4,328.54) as of 07/31/2016.

FY 2017 CONTRACT RENEWAL

Ms. Hall presented the FY 2017 contract renewal to members of the Board.

Ms. Wolfrum made a motion to accept the contract and authorize the Chair to sign on behalf of the Board. It was seconded by Ms. Westerberg. Motion carried.

NEW BUSINESS

Mr. Ellsworth presented proposed rule changes to the Board.

Rule 100 would allow the Board to meet at least annually or at such other times as determined by the Chair or by written request of two (2) members of the Board.

Rule 150 would allow the exam to be held no less than two (2) times a year at such time and places as may be determined by the Board and the Board shall have the authority to prescribe additional coursework or clinical work for any applicant that has failed an examination two (2) or more times.

Rule 200 would allow the filing of an application for examination to be received not less than seven (7) business days prior to the next scheduled meeting of the Board and applications received after that date may be held over until the Board's next meeting. It also will allow the Board at the time of approval of an application to set the test date if one has not been set.

Rule 300 would require an internship supervisor to meet certain requirements before being approved to supervise.

Rule 450 would require a denturist to keep a record of each patient and provides the proper record retention procedure.

Ms. Westerberg made a motion to approve the proposed rules with changes and submit them to the Governor's Office. It was seconded by Ms. Penny. Motion carried. Ms. Penny made a motion to have Mr. Ellsworth run the rules by the Idaho State Board of Dentistry and send a post card to licensees regarding the proposed changes once they are published. It was seconded by Ms. Wolfrum. Motion carried.

EXECUTIVE SESSION

Ms. Penny made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application and exam materials. It was seconded by Ms. Westerberg. The vote was: Ms. Wolfrum aye; Ms. Penny, aye; Ms. Westerberg; and Mr. Howell, aye. Motion carried.

Ms. Penny made a motion to come out of executive session. It was seconded by Ms. Wolfrum. The vote was: Ms. Westerberg, aye; Ms. Penny, aye; Ms. Wolfrum, aye; and Mr. Howell, aye. Motion carried.

APPLICATIONS

Ms. Westerberg made a motion to approve the internship application for applicant 901080778 pending the course syllabus being reviewed by the Board Chair. It was seconded by Ms. Wolfrum. Motion carried.

ADJOURNMENT

Ms. Westerberg made a motion to adjourn the meeting at 10:29 AM MDT. It was seconded by Ms. Penny. Motion carried.

Richard Howell, Chair

Carla R Wolfrum

Pamela W Miller

Lisa H Penny

Rebecca L Westerberg

Tana Cory, Bureau Chief